



Special Finance Committee Minutes

Monday, December 14, 2020 – 6:30 PM • Virtual by Zoom

Item	Presented By:	Action	Topic	Report
Call to Order & Roll Call	Mr. Boettcher		Committee Members: Matt Boettcher, Chair Sharon Chaney Eric Pridonoff Advisors: Ron Hirth, Administrator Andy Lanser, Fiscal Officer Terry Donnellon, Solicitor Chris Campbell: Police Chief Anna Gedeon, Budget Analyst	<p>The Finance Committee of Council convened a Special meeting on Monday, December 14, 2020 at 6:30 PM by video conference with Council Member Boettcher presiding. The Mayor had previously called this meeting as a special meeting to review and conduct business related to the financial operations of the Village.</p> <p>This remote access meeting was allowed by emergency legislation adopted by the Ohio General Assembly and approved by the Governor. The emergency legislation added language to RC Section 121.22 allowing public meetings by telephone or video conference during the current pandemic and the declared State of Emergency. As required by the statute, notice of the video meeting was publicized more than 24 hours in advance to allow public access. The public was also given back up numbers to call in the event there were difficulties accessing the meeting by Zoom video. This Notice of Meeting was posted on the Village's website and a similar Notice was sent to various media outlets.</p> <p>Roll call of committee members: Matt Boettcher - Present Sharon Chaney - Present Eric Pridonoff - Present</p> <p>All members are present.</p>
Set the Agenda & Adopt	Mr. Boettcher	Review & Motion		<p>Motion to adopt the agenda by Ms. Chaney Second by Mr. Pridonoff All voted in favor</p>
Persons Registered to Address the Committee	None		None	None

Minutes to be Approved	Mr. Lanser	Review & Motion	Committee Minutes	November 23, 2020 Finance Committee Minutes for approval. Motion to approve the minutes by Mr. Pridonoff Second by Ms. Chaney All voted in favor
Discussion				
New Business			<ul style="list-style-type: none"> • Financial Packet for November 2020 • Final re-appropriations for 2020 • Addendum to 2020 Vacation Carryover into 2021 	<ul style="list-style-type: none"> • See November Financial Packet Narrative • For the month of November, the Village had an adjusted bank balance of \$2,821,848.00. Of this approximately \$2.6 million is found in the Village's primary checking account, the remaining balance rests in the several law enforcement supplemental funds. • In November the Village issued 57 payments to vendors totaling \$181,349.82. • As for receipts, the Village received 24 payments that totaled \$124,677.78. • Total General Fund Revenue for the month was \$95,660.63. Total revenue for the year is \$27,000 more than what was received by the Village at the same point in FY19. • As for income tax receipts, the Village has generated \$765,886.63 for the year. This figure is \$27,897.38 more than what the Village generated through November FY19. • Village appropriations for the month were \$121,994.89. This amount is \$48,000 less than what the Village spent in November FY19. Total appropriation spend for the year is \$126,430.45 below that from the same point in FY19. • Village Administration is requesting Council approve supplemental appropriations for the year. This is a best practice in order to ensure sufficient appropriations are available for outstanding invoices, as well as to ensure accurate accounting for end-of-the-year financial requirements. <p>Motion to recommend appropriations for FY20 by Mr. Boettcher Second by Ms. Chaney All members voted in favor</p> <ul style="list-style-type: none"> • In previous financial report, Village Administration mentioned the necessity to review vacation carryover policies for the Police Department. Due to scheduling adjustments made since the last report, this is no longer a significant issue at this time, and can be resolved without a major policy adjustment. Instead, the two employees impacted will be permitted a one-time extension to use their unused time during the first 90 days of FY21. <p>Motion to recommend addendum to Village Vacation Carryover Policy by Ms. Chaney Second by Mr. Pridonoff All members voted in favor</p>

			<ul style="list-style-type: none"> • COVID funding overview • Health Insurance 	<ul style="list-style-type: none"> • Village Administration has developed a “COVID-19-funding” tracking tool to be used to track COVID-19 related expenses that have been applied to the CARES ACT funding the Village has received. According to this tool, the Village has approximately \$120,524.48 in unused CARES Act funding. These resources will be used to pay outstanding COVID-19 related invoices and the remainder will be applied to Police Department personnel expenses. • Village Employees received a 30% reduction in employee health insurance costs from the carrier for the month of December. The decision to reduce employee health insurance premiums was a decision made by the carrier as a sign of appreciation for our employees due to the impact of Covid-19 in their lives. Total employee health insurance savings for the month was approximately \$4,000.
Old Business				
Announcements				The next Finance Committee meeting is scheduled for Monday, January 25, 2021 at 6 PM.
Adjourn				Motion to adjourn at 6:50 PM EST by Ms. Chaney Second by Mr. Pridonoff All voted in favor

 Submitted by Andy Lanser, Fiscal Officer

Date: _____

 Matt Boettcher, Vice Mayor & Committee Chair

Date: _____

 Anna Gedeon, Asst. Clerk

Date: _____